



MINUTES
OF THE ARKANSAS BOARD OF PAROLE MEETING
NOVEMBER 12, 2009 @ 9:30 A.M.
ABP Board Room – Little Rock

MEMBERS PRESENT:

Leroy Brownlee, Chairman
Abraham Carpenter, Jr., Vice-Chairman
Richard L. Mays, Jr., Secretary
Carolyn Robinson, Member
John Felts, Member
Joe Peacock, Member

HEARING EXAMINERS PRESENT:

Carol V. Bohannon, Attorney
James L. Williams, II, Attorney
Ernest Sanders, Jr., Attorney

MINUTES PREPARED BY: Sharon H. Lewis, Executive Assistant to the Chairman, ABP

OTHER ATTENDEES

Ronald Dobbs, Assistant Director, Arkansas Department of Correction (ADC)

Dan Roberts, Deputy Director, Department of Community Correction (DCC)

Jeff Tillman, Assistant Director of Parole/Probation Services, DCC

Steve Arnold, Assistant Director of Parole/Probation Services, DCC

Pam Brown, Assistant Area Manager, Institutional Release Services, DCC

Meredith Rebsamen, Assistant Attorney General, AG's Office

Norma Gillerson, Fiscal Support Supervisor, ABP

Solomon Graves, Computer Support Specialist/ACA Coordinator, ABP

Tamara Salaam, Administrative Support Supervisor - Parole Services, ABP

Lois Hansberry, Administrative Support Supervisor - Revocation, ABP

CALLED TO ORDER

The *Chairman* called the meeting to order and declared a quorum at 9:30 a.m.

APPROVAL OF MINUTES – October 29, 2009

Carpenter moved. *Felts* seconded the motion. Motion carried.

OLD BUSINESS

Mr. Graves reported on the following:

- ACA Accreditation – Meeting will be held this afternoon with supervisors regarding the 2009-2010 ACA Standards.
- Staff photo will be taken following the November 24th Board Meeting.
- Reminded Board about West Memphis PO visit on November 13th and gave directions.
- DCC received a grant from National Institute of Corrections to look at a Risk Assessment Tool. DCC requested to review the Risk Assessment Tool that ABP currently uses.
- Mr. Graves reported on the location of the Sex Offender Screening & Risk Assessment screens in eOMIS.

NEW BUSINESS

The annual review of the revised ABP Policy & Procedures Manual will be held at the November 24th Full Board Meeting.

Felts reported that he spoke at the Reentry Program at the Wrightsville Unit on Wednesday, November 11th. There were approximately 50± in attendance.

Ms. Gillerson, Fiscal Support Supervisor, gave a financial overview of the agency's budget for the first quarter. The agency was spared the required 2% budget cut for all state agencies. Another cut is anticipated by the first of the year. Total expenses for the 1st quarter of this fiscal year from July-September are approximately 25.49% of the total budget. Two phones (located in both copy rooms) were removed to help with the budget. Everyone is to be mindful of their spending. Only necessary purchases will be made.

All gas receipts for individuals with state cars are due by the 10th of each month.

FILES FOR DISCUSSION - REVIEW

The victim input hearing listing was reviewed.

RATIFICATION OF VOTES

Mays moved.

Carpenter seconded the motion to ratify the votes. Motion carried.

SIGNATURE ON FILE

LEROY BROWNLEE
CHAIRMAN

SIGNATURE ON FILE

RICHARD L. MAYS, JR.
SECRETARY

**ARKANSAS BOARD OF PAROLE
FIRST BOARD VOTE RATIFICATION**

NOVEMBER 2009

UNITS:

RATIFIED (X)

DELTA



GRIMES



MCPHERSON



NORTH CENTRAL UNIT



TUCKER



TUCKER MAX.



**OTHER: TRANSFER SCREENINGS, CLEMENCIES, PARDONS,
RECONSIDERATION, REVOCATION APPEALS, RESCINDS, SPECIAL
CONSIDERATIONS, ACT 290, 700'S, ETC.**



MOTION BY: RICHARD L. MAYS, JR. SECONDED BY: ABRAHAM CARPENTER, JR.

RATIFICATION DATE: NOVEMBER 12, 2009